

## traveldistancesbody

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☐ Click **+Add** to add row.

Origin	Click to open the Location Lookup and select a starting location.
Destination	Click to open the Location Lookup and select an ending location.
	Type the number of miles from the <b>Origin</b> (starting) location to the <b>Destination</b> (ending) location.

☐ Click **Save**.



## **Back Cover**